Minutes of meeting of

**BROOKS ACADEMY MUSEUM COMMISSION**

FRIDAY, September 2, 2022 11:00 a.m.

**Attendees**: Commission Members David Spitz, Sandy Hall, Debora Miller and Lynne Zalesak; Museum Director Marie Zahn

**Guests:** HHS President Sally Cormier, Linda Cebula, Paul Doane

**CALL TO ORDER** The meeting was called to order at 11:04 by Chairman David Spitz.

**PUBLIC COMMENT** none

**APPROVAL OF MINUTES** Motion by Sandy Hall, seconded by Lynne Zalesak to approve the minutes for June 1, 2022. Approved 4-0.

**PROPOSED SPLIT RAIL FENCE – Paul Doane.**

Paul Doane described his continuing maintenance efforts at Crowell Barn – mowing and weeding but no irrigation of the lawn due to Town water restrictions. He proposed installation of a split rail fence along Parallel and Forest Streets to provide more definition of the barn property and to discourage parking on the lawn. It would be a standard split rail structure. He noted that the Town has used Americorps on similar projects, and he has submitted an application to use their labor for the fence installation. He proposed to pay the estimated $1600 to 1800 cost of 24 sections of rails and posts for the fence. Upon approval, he will donate funds to the Town to cover that cost. The fence will extend approximately 120 feet along both roads and will be located approximately 7 feet off of the paved surface of the roads. He discussed the fence location with Public Works Director Linc Hooper. In response to question from Lynne Zelesak, Paul replied that irrigation sprinkler heads are located immediately adjacent to the road and will not be affected by the fence installation. On a motion by Sandy Hall, seconded by Debora Miller, the Commission voted 4-0 to approved the proposed installation of a split rail fence with thanks to Paul Doane for providing funding.

**REVIEW OF FOUNDATION/BASEMENT BIDS – David Spitz**

David Spitz said that Campbell Construction was the low of four bidders at $1,189,000. He noted that this company did work recently at Brooks Library. The bid, while higher than the cost estimate, was at the top of the Town’s available funds. He will be recommending to the Town Administrator and to the Board of Selectmen to accept this bid. Lynne Zalesak asked if the project had been reviewed by the Harwich Historical Commission yet. David Spitz replied that he believed the project architect previously submitted an application, but he would check.

**APPLICATION FOR CPC FUNDS FOR EXTERIOR BUILDING RESTORATION – David Spitz**

David Spitz reported that the architect had provided new estimates for exterior painting and window restoration. The painting must be done according to Massachusetts DEP standards for lead paint, but it would not need the same “lead abatement” that was done at Brooks Library. The new estimate of $250,000 including 25% for design and contingency is lower than the previous estimate. The architect’s description of necessary window restoration was to “remove windows, do a temporary enclosure, do a full sash restoration reusing the historic glass, reinstall glass, and do frame and jamb restoration”. All 52 windows in the building would be restored at a cost of $440,000 including 25% for design and contingency. On a motion by Sandy Hall, seconded by Debora Miller, the Commission voted 4-0 to submit an application to CPC for exterior building restoration including painting and windows.

**MUSEUM DIRECTOR’S REPORT:** Marie Zahn reported that overall visitors to the museum were down this year, but programs were well attended. There will be two fall decoy carving sessions at the Crowell Barn. Marie also reported that she was resigning from her position effective at the end of December and would be following her husband to this job in Ohio. The Commission expressed appreciation to Marie for a job done very well and wished her good luck in her move.

**OLD BUSINESS:** None

**APPROVAL OF EVENTS**: None

**APPROVAL OF BILLS**: None

**NEXT MEETING:** To be determined.

The meeting was adjourned at 11:47.

Respectfully submitted,

David Spitz, Chair

Brooks Academy Museum Commission